

NORTH ROUTT FIRE PROTECTION DISTRICT

Public Notice of Board Meeting and Agenda

Monday August 11, 2025 7:00pm

Fire Station #2 61915 RCR 129

S. Warnke – Pres. Todd Zvorak – Sec/Treas Charlie Cammer – V Pres.
Paul Slivon – Dir. Eric Yager – Dir.
Matt Mathisen – Chief Lisa Lancaster - Administrator

1. Call to Order - Confirmation of Quorum
2. Changes to/Approval of Agenda
3. Review & Approval of Board Minutes of July 14, 2025
4. Public Comment Period
5. External Correspondence – Donations
6. Statutory/Regulatory/General Business
 - a. Monthly Transaction Review, Approval
 - b. Grant applications – status – Kent Foster/Chief Mathisen
 - i. FWRWM status
 1. Review of activity – (refer to KF spread sheet)
 2. Local meeting updates
 3. Reimbursement timing – 2nd distribution
 4. FEMA Grant – joint radio application – update
 5. Rural Grant Navigator Grant – (administrative expenses) status
 - c. Dry hydrants – Steamboat Lake – status –
 - i. Cost estimates
 - ii. Location changes
 - d. Schwab report
 - e. Directors' plaque service dates are at Omni for engraving - update
 - f. Audit status – completed and filed
 - i. Review and discuss internal control memo
7. Board of Directors matters
 - a. Replacement of Director
8. Community Relations
 - a. Newsletter - status
9. District Chief Report
 - a. Call Volume
 - b. Wildfire status
 - c. Equipment readiness
 - i. New Ambulance status
 1. Grant award
 - a. Next steps to finalize grant award – status

- 2. Community outreach discussion,
 - a. Individual contact list
 - b. Update from JR
 - c. Discuss letters and approaches
 - 3. Ambulance ordering/building process
 - a. Confirm pricing – production time
 - b. Finalize and place order
 - d. Personnel matters
 - e. Paid staff status
 - i. New hires status
 - ii. Reimbursement for Certifications - status
 - iii. Management search plan
 - 1. New availability – industry restructuring
 - 2. Job description
 - 3. Existing staff
 - f. Volunteer staffing status
- 10. New/Old Business Not Previously Addressed
- 11. Next meeting – September 8, 2025
- 12. Adjournment